

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
AUGUST 16, 2002

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, August 16, 2002, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

Members present: Major General Denver Brackeen, Mrs. Sara Fox, Mrs. Veldore Heidelberg, Mr. Napoleon Moore, Mrs. Dorothy Nelson, Ms. Patricia Randall, Mr. George Walker, Mr. Lawrence Warren, and Mrs. Brenda Yonge.

Member absent: Mr. Jimmy Murphy.

Staff in attendance: Dr. Wayne Stonecypher, Dr. Randall Bradberry, Dr. Larry Day, Mrs. Deborah Gilbert, Mrs. Sandra Lucas, Mr. Jason Pugh, Mr. Danny Seal, Mrs. Denise Walley, and Dr. Evelyn Webb.

Guests in attendance: Mr. Mickey Vance – East Central Community College; Dr. Bill Smith – IHL; Ms. Jerry McClendon – Mississippi State Department of Education; Dr. Tommy Davis – East Mississippi Community College; and Mrs. Marie Antoon and Mrs. Becky Cade – Mississippi Authority for Educational Television.

CALL TO ORDER

Chairman George Walker called the meeting to order at 9:00 a.m. All guests present introduced themselves.

PRELIMINARIES

Mrs. Brenda Yonge gave the invocation.

Review and Approval of Agenda

The following items were added to the agenda: Oath of Office, Resolution for Dr. Donald Durham, and SBCJC Policies and Procedures. Upon a motion by Mr. Lawrence Warren and a second by Mrs. Brenda Yonge, the Board voted unanimously to approve the amended agenda.

Upon a motion by Mrs. Veldore Heidelberg and a second by Mrs. Brenda Yonge, the Board voted unanimously to approve the SBCJC Workforce Project Guidelines for FY 2003 (Exhibit A).

Approval of Minutes of July 18 and 19, 2002, Meetings

Upon a motion by Mr. Lawrence Warren and a second by Mrs. Sara Fox, the Board voted unanimously to approve the minutes of the July 18 and 19, 2002, meetings.

Oath of Office

Mrs. Sandra Lucas administered the Oath of Office to new SBCJC member Major General Denver Brackeen.

EXECUTIVE DIRECTOR'S REPORT

Dr. Wayne Stonecypher welcomed General Brackeen to the Board.

Dr. Stonecypher distributed correspondence received from colleges related to fees being charged to businesses and industries for providing workforce training (Exhibit B). The responses were received after SBCJC members expressed concern that some colleges were charging fees for these services while others do not.

Dr. Stonecypher related that the search for a person to fill the Director of Affiliated Activities position is continuing.

Dr. Stonecypher distributed a copy of a new article entitled "Colleges Score Successes With Economic Impact Data" for the Board's information (Exhibit C). He reported that the MACJC colleges are having a similar study done.

Dr. Stonecypher asked Mr. Jason Pugh to give the Board an update on the Mississippi Virtual Community College (MSVCC). Mr. Pugh discussed with the Board the preparations being made for the Southern Association of Colleges (SACS) substantive change accreditation visit. He distributed a handout detailing the timeline for the visit set for February 18-21, 2003, (Exhibit D). Mr. Pugh also gave a report on MSVCC enrollment for Fall 2002 classes.

Dr. Evelyn Webb reported on grant proposals submitted to the Phil Hardin and Bower Foundations to secure funding for additional instructor training and certification and to provide library services for students enrolled in on-line courses (MELO). If approved the grants would provide \$260,000 to help provide these additional services. Both Foundations requested a letter showing that the community and junior colleges support the proposals. Dr. Webb thanked Dr. Tommy Davis, MACJC Chairman, for the lovely letter showing support for the grant proposals.

Dr. Stonecypher announced that the date for the Joint Legislative Budget Hearing has been set for September 11, 2002, at 3:05 p.m. He distributed a copy of the 2003 Legislative Session Recommendations for the Board's information and review (Exhibit E).

MACJC Report

Dr. Tommy Davis thanked the Board for their dedication and service to the community and junior college system in Mississippi. He stated that the MACJC had not had a meeting since the last SBCJC Board meeting but he wanted to share information related to activities of the Association.

Dr. Davis reported that the colleges are concerned and are doing everything possible to help protect students in light of the current West Nile Virus breakouts across the state.

He also gave a brief update on the economic impact study being done by CC Benefits. He stated that the colleges believe the study can be very important in justifying to the state legislators, local boards of supervisors, and constituents across the state another aspect of the value of the community colleges that might be overlooked. CC Benefits has collected all the information, prepared an initial report, and distributed a draft to the colleges. After comments were received, minor changes were made and revised copies have been forwarded to the colleges. CC Benefits

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has requested that the colleges review this information and submit their responses by August 21, 2002. They hope to finalize the study by August 28, 2002.

Dr. Davis discussed with the Board the SBCJC Funding Formula Study that was mandated by the Mississippi Legislature. He stated that he felt the study would examine several aspects of the formula that have not previously been reviewed. He also briefly discussed the impact budget reductions have had on the colleges.

Dr. Davis talked with the Board about discussions being held related to the transfer of post-secondary vocational/technical training from the State Department of Education to the SBCJC. He stated that the presidents are in favor of the move that would allow them to have more flexibility in working with these training programs.

Dr. Davis stated that the community and junior colleges are continuing to work with IHL to maintain an articulation agreement to ensure that courses will be transferable and acceptable at the senior college level.

Workforce Report

Mr. George Walker updated the Board on the activities of the State Workforce Development Council (SWDC). He stated that RTS, Inc. had submitted a copy of the study to provide strategic planning for the SWDC for review and discussion at the last meeting. A meeting is scheduled involving the SWDC and the Federal Workforce Board to coordinate efforts to provide training for the State.

The SWDC discussed the presentation for the upcoming Joint Legislative Budget Office hearing. Part of the presentation will include a videotape of local business and industry leaders expressing the need for a trained workforce for our state.

Mr. Walker distributed a copy of highlights of SBCJC FY 2002 program activities (Exhibit F).

Business Managers' Association

Mr. Mickey Vance, East Central Community College Business Manager and immediate past president of the Mississippi Community and Junior Colleges Business Managers' Association, gave the Board an overview of the colleges from a business manager's prospective. System wide, the duties of the college's business manager relate to financial and physical plant responsibilities. From a financial responsibility, funds must be on hand and available to pay the bills, including payroll. He stated that budgeting plays a very important part in the financial process. The colleges must be good stewards and accountable for funds disbursed. The colleges face many challenges including Governmental Accounting Standards Board (GASB) directive 35 that will significantly impact educational entities, including the community and junior colleges. The directive requires that colleges record depreciation on capital assets and prepare formal cash flow statements just as private industries have done for many years.

Along with the accounting responsibilities, business managers receive direction and carry out physical plant responsibilities outlined by the President and local Board of Trustees. This includes overseeing the current college facilities and planning for future facilities that may be constructed. The colleges are extremely dependent on state bond funding for construction of

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new facilities and some colleges may save for years before a project may come to fruition. Mr. Vance stated that the colleges have a five-year plan to budget for expenditures related to repair and renovation of existing facilities. Funding for these projects come from local county taxes levied for support of the colleges. He stated that Mississippi's community and junior colleges are very proud of the way they maintain existing buildings on each of their campuses, proving that they are good stewards of state and local funds.

Mr. Vance echoed the concerns expressed by all the community and junior colleges related to budget cuts and briefly discussed cost savings methods being utilized at East Central Community College to offset the losses.

Mr. Vance gave a brief history of the Mississippi Association of Community and Junior College Business Managers. The Association meets three times per year and provides members with expertise and experience from networking with peers. Members of the Association are often asked to serve on committees to provide information and input from their area.

MAETV Update

Mississippi Authority for Educational Television Executive Director, Ms. Marie Antoon, gave the Board a brief overview of ETV. She distributed an executive summary of a year long strategic planning study detailing a new direction for ETV (Exhibit G). Ms. Antoon emphasized the fact that ETV wants to work with the SBCJC and community colleges in a collaborative effort. She pledged ETV's resources to help in any way possible.

ETV currently has only one channel to provide service; however, as they move into the digital broadcast arena, the transmitters will be able to broadcast on as many as four channels. The digital system will also give ETV high definition signal capability. Ms. Antoon stated that ETV will be looking for additional programming to place on the three new channels.

ETV has a 2.4 million dollar digital production truck and Ms. Antoon extended an invitation for the SBCJC and colleges to utilize the equipment for projects. She also distributed a copy of a videocassette and booklet entitled "Right from Birth – a parenting series" to each member. The program was paid for by a grant and has been distributed free of charge statewide to parents. It provides education on early childhood development to new parents and caregivers of young children.

*The meeting recessed at 10:30 a.m. and reconvened at 10:40 a.m.

EdNet Report

Dr. Evelyn Webb gave a report on a special called meeting of EdNet licensees held on July 25, 2002. The purpose of the meeting was to discuss a request that EdNet had made of their licensees for help in paying for expenses incurred for the renewal of Federal Communications Commission Instructional Television Fixes Services (ITFS) licenses and for continuing operations expenses.

Dr. Webb reported that EdNet staff has made progress in completing a project with the Mississippi Department of Health. The project, named the Health Alert Network Project, would link all hospitals and county health departments to the Mississippi Emergency Management Association, University Medical Center, and MDH offices.

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Legislative Report

Dr. Randall Bradberry gave a report on two special sessions called by the governor. The first session mainly dealt with Nissan. The legislature appropriated \$56,000,000 in benefits for Nissan Industries.

The second called session dealt with a special appropriation of \$31,500,000 for Howard Industries. Howard is a Mississippi owned and operated company.

Location of Classes for Fall Term

Dr. Evelyn Webb distributed a list of Mississippi's community and junior college locations of classes for the Fall 2002 semester for the Board's review and action (Exhibit H). Upon a motion by Mrs. Veldore Heidelberg and a second by Mr. Lawrence Warren, the Board voted unanimously to approve the listing of locations of classes for the Fall 2002 semester.

Finance Report

Upon a motion by Mrs. Sara Fox and a second by Mrs. Brenda Yonge, the Board voted unanimously to approve the July 31, 2002, Education Enhancement Fund and Budget Contingency Fund Disbursements from Funds 4080, 4110, and 3295 in the total amount of \$2,766,918.68 (Exhibit I).

Upon a motion by Mrs. Sara Fox and a second by Ms. Patricia Randall, the Board voted unanimously to approve the acquisition of course development software license and web hosting services for online courses from Blackboard in the amount of \$112,000 (Exhibit J).

Upon a motion by Mrs. Sara Fox and a second by Mrs. Dorothy Nelson, the Board voted unanimously to approve a contract with Copiah-Lincoln Community College for support of the MSVCC on-line Library (MELO) system in the amount of \$30,000 (Exhibit K).

Mrs. Sara Fox presented Financial Statements for Fund 2291 and 3291 for FY 2002 – Lapse Period (Exhibit L) and Fund 2291 and 3291 for FY 2003, as of July 31, 2002 (Exhibit M). No action was required.

Upon a motion by Mrs. Sara Fox and a second by Mrs. Dorothy Nelson, the Board voted unanimously to approve a change to the SBCJC policy and procedure related to the dollar amount of purchases requiring SBCJC approval from \$10,000 to \$15,000 (Exhibit N).

Mrs. Fox presented a recap of FY 2002 Support Expenditures for the Board's information (Exhibit O). No action was required.

Funding Study Update

Mrs. Deborah Gilbert gave an update on the funding study. The SBCJC Funding Formula Study Advisory Committee reviewed the four proposals received and interviewed the consultants. On behalf of the Committee, Mrs. Gilbert recommended that MGT of America be awarded the contract to complete the study. After negotiating with MGT the original proposed cost of \$129,830 was decreased to \$116,847. The SBCJC will be responsible for \$45,000 toward the contract. A meeting is scheduled with the MACJC presidents on Monday to ask for their help in

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providing the balance of funds for the study. Upon a motion by Mrs. Brenda Yonge and a second by Mrs. Sara Fox, the Board voted unanimously to approve the contract with MGT of America for the Funding Formula Study contingent on the MACJC's approving participation in the contract by agreeing to provide funding above the SBCJC \$45,000 contribution. When the Legislature reconvenes, a request will be made for an appropriation to reimburse the colleges for their contributions.

Commission for Proprietary Schools and College Registration Report

Mr. Danny Seal updated the Board on the activities of the Commission on Proprietary Schools and College Registration. During the August 8, 2002, meeting held at System Technical Institute in Jackson, Mississippi, the following actions were taken:

- 63 new instructor applications were approved

- 39 agent applications were approved

- 3 new Programs of Study were approved

The following Certificates of Registration were approved:

- Initial Annex Approval for DeVry University – Miramar Florida

- Wyotech Technical Institute of Laramie, WY and Blairsville, PA

- NASCAR Technical Institute of Mooresville, NC

- Mississippi Training Center of Jackson, MS

Mr. Seal stated that Biloxi Marine Training School had closed. The school performed a teach-out of all students and made accommodations for their records.

He also reported that Franklin College would no longer be offering truck driver training but classes in Diesel Maintenance and Heavy Equipment Operations had resumed.

Mr. Seal announced that CPSCR member Mr. Billie Lofton had resigned effective August 31, 2002, for personal and family reasons.

Appointment of Member to Commission for Proprietary Schools and College Registration

Dr. Randall Bradberry made a recommendation that Dr. Barry Mellinger be appointed to serve on the Commission on Proprietary Schools and College Registration (CPSCR). Upon a motion by Mrs. Brenda Yonge and a second by Mr. Lawrence Warren, the Board vote unanimously to appoint Dr. Barry Mellinger to the CPSCR.

Travel Authorizations

Mr. Walker asked if there were requests for travel reimbursements for events other than regularly scheduled Board meetings. Upon a motion by Mr. Lawrence Warren and a second by Mrs. Sara Fox, the Board voted unanimously to approve the following travel authorizations:

- George Walker for attending SWDC meetings on August 14, and September 11, 2002, in Jackson, Mississippi.

- For any SBCJC member to attend the Joint Legislative Budget Hearing on September 11, 2002, in Jackson, Mississippi.

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ADJOURNMENT

The meeting adjourned at 11:15 a.m.


Mr. George Walker, Chairman


Dr. Wayne Stonecypher, Executive Director